

MARYLAND STATE BOARD OF VICTIM SERVICES MEETING MINUTES

Wednesday, December 7, 2011

Anne Arundel County Police Department Headquarters

ATTENDEES

BOARD MEMBERS: Ellen Alexander, Barbara Bond, Walter T. Coryell, Jessica Dickerson, Carolyn F. Edmonds, Linda Fleischer, Rea Goldfinger, R. Gery Hofmann, Kristen Mahoney, Patricia Marshall, Laura Martin, Kathleen O'Brien, Margery Patten, Nikki Charles on behalf of Sandy Roberts, Bonnita Spikes, Debra Tall, Deborah A. Unitus, Frank R. Weathersbee, Virginia Wolf, and Jeanne Yeager.

STAFF: Shirley Haas and Anne Litecky.

GUESTS: Sherry Baynes, Michael Cohen, April Dukes, Carol Mackowiak, and Valerie Tisdale.

WELCOME AND INTRODUCTION: Barbara Bond began the meeting at approximately 10:00 a.m.

RETREAT REPORT/MINUTES: The Retreat Report and Minutes will be reported out and discussed at the next meeting.

COMMITTEE REPORTS

❖ Executive Committee

- The Executive Committee met this morning with the GOCCP Fiscal Department to review and discuss the State Board and the Maryland Victims of Crime (MVOC) fund budget.
 - A financial statement was provided which shows a projected financial balance of \$735,826.43 for MVOC at the end of fiscal year 2012.
 - A detail of the revenue from District Court, Circuit Court
- A recommendation was made to have Sandy Bromley attend the next Board meeting to help facilitate the Retreat follow up discussion and to compensate her in the amount of \$225.00 for her time
 - Motion: To approve paying Sandy Bromley to attend the next meeting.
 - Vote: Seconded and unanimously approved.

❖ Grants Committee

- MVOC and LSCV NOFA's, Individual and Group Grant Reviewer Score Sheets and Grant Policy and Procedure (manual).
 - A full Board vote is required for the following changes:
 - Score Sheets: The points were adjusted because certain criteria such as problem statement, description of goals and methods for reaching objectives have point totals from a 6 to 16 points and each section is broken down into a series of questions to see if the grant application meets the criteria.
 - MVOC NOFA: The scoring criteria should be included in the NOFA.
 - Policy and Procedures: Applications will be reviewed by members of the Governor's Office of Crime Control and Prevention (GOCCP) to make sure they meet the NOFA qualifications. Applications will then be forwarded to three independent grant reviewers (not a member of the Board) who will review and score the applications based upon the score sheet and forward them to the Grant Committee. The Grant Committee will then review those which have the highest scores and make a recommendation to the Board to approve grant applications.
 - The total amount of funding available for MVOC grants is \$300,000.
 - MVOC Continuation grants now have level funding instead of the staggered funding that was awarded in the past.

- The total amount of funding available for LSCV grants is \$75,000.
- The dates on the NOFAs are incorrect. Once a valid date is received from GOCCP's Control Desk, the date on the NOFAs will be revised.
 - Motion: To approve MVOC and LSCV NOFA's, individual and group Grant Reviewer Score Sheets and Grant Policy and Procedure (manual) with revisions as discussed.
 - Vote: Seconded and unanimously approved.

➤ **LSCV Unclaimed Restitution Status**

- The money coming into LSCV is all coming from the Department of Parole and Probation (DPP) and no money is coming in from the Department of Juvenile Services (DJS).
- DJS and GOCCP are working together to coordinate a process to get the money from one agency to the comptroller to be put into the fund.
- The Fiscal Director of DJS read a report which dates back to 1994 which stated there are unidentified funds that total approximately \$111,000. They would like to roll over funds from Fiscal Years 1994 to 2005 over to the comptroller to put into the fund.

❖ **Nominations Committee**

- Members of the Nominations Committee held a teleconference on December 5, 2011 to discuss the Call for Nominations for the vacant State Board Chair position that was posted on November 1, 2011 with a due date of November 30, 2011.
- Three resumes for the State Board Chair position were received. The Nominations Committee can pick the top three applicants to recommend to the full Board for a vote.
- The Committee will make a recommendation and report it at the next meeting to the Board for a full Board vote.

❖ **Legislative Committee**

- The Legislative Committee held a conference call to discuss the following 2012 proposed legislative issues that State Board members may choose to support. (A handout was provided outlining the conference call discussion.)
 - Court costs
 - Identity theft (focus on training of law enforcement)
 - Vehicle impound fees
 - Domestic Violence Shelter State Regulations/Standards
- A suggestion was made to have the Board focus on legislative priorities that address victims and victim service providers. It was noted that victim priority policy is already in place.
- The Judiciary is drafting a bill to propose an Access to Justice Task Force that studies civil rights in the Criminal Court system in Maryland.
- The Governor is concerned with issues related to domestic violence. It is suggested that domestic violence incidents would be added as a reportable offense in CJIS.
- Although there is no bill yet, the State's Attorney's Association is discussing a proposal to add strangulation as a First Degree Assault crime.
- The Legislative Committee will continue to meet in person and have discussion via conference call.
- State Board members are urged to contact the Legislative Committee with suggestions, ideas and feedback.

❖ **Sunshine Fund**

- In mid-November, the Sunshine Fund balance was \$.10. There were several expenditures made this year.

- A request was made for contributions towards Roberta Roper's gift. One Hundred Five Dollars was already collected. It was decided to purchase a gift certificate for her in the amount of \$250 to Historic Annapolis.
- It was suggested to present Roberta Roper with an engraved item at the Governor's Awards Luncheon. Another suggestion included asking one of the Senators or Congressmen to do a Congressional record and frame it.

OLD/NEW BUSINESS

❖ GOCCP Reorganization

- Several staff changes have taken place at GOCCP. Ellen Gibson-Adler, former Deputy Chief has retired. April Dukes is now the Chief of Administration. Sherry Baynes has been promoted to the Director of Financial Operations.

❖ DPSCS Reorganization

- The Department of Public Safety and Correctional Services (DPSCS) is undergoing a reorganization, which impacts the Division of Parole and Probation (DPP), the Division of Correction (DOC), and the Division of Pretrial and Detention Services.
 - The three new DPSCS regions include: North, Central (Baltimore and Baltimore County) and South.
 - This change does not impact the field offices or the correctional facilities. A warden will continue to run each of the facilities. The local office will remain in the same location with the same personnel.
 - The reorganization will provide a more efficient agency as they begin to step up reentry efforts.
 - There will be no changes to victim services.
 - A handout was provided and members were encouraged to go to DPSCS' website for further information regarding the reorganization of DPSCS.

❖ MD Criminal Injuries Compensation Board (CICB) Report

- Interviews for a new CICB Executive Director were held on Friday. Further information regarding the appointment of the Executive Director position should be forthcoming soon.
- CICB is currently working on a back log of claims incurred from the last fiscal year.
 - \$1.5 million is remaining on the backlog. All payments that are due are due to large providers (medical providers). Victims and small business providers were paid in the fall.
 - CICB has been successful in actively negotiating with providers to accept 25% of their total bill.
- The new backlog for the current fiscal year is approximately \$1.7 million.

❖ Sentencing Guidelines Worksheet

- Various terms/phraseology used on the Sentencing Guidelines Worksheet was unclear to some judges, state's attorney's and defense attorneys who were responsible for filling out the worksheets. This resulted in inaccurate data for those trying to capture the statistics of victim participation or non participation in the criminal justice system. Therefore, some of the phraseology has been revised on the Worksheet.
 - "Was indigency established?" has been changed to "Victim Costs Imposed?"
 - Judges misinterpreted indigency as 'Was he represented by a public defender?
 - Indigency was used to capture whether or not the victim's cost were being opposed under Courts and Judicial Proceedings 7-409. To clarify, this question has been changed to "Victim Costs Imposed?"
 - "Victim Unavailable" was changed to "Victim Non-Participation"

- There are times when the victim is available but chooses to not participate in the process.
- NRF represents the Crime Victim Notification Request Form; however this terminology is too long to fit on the Worksheet. It was suggested to the Board that instead of using NRF on the form, the form should read Victim Notification Form. The Board agreed they would prefer the longer version but would be ok with the decision to use the shorter version if necessary.
- No contact with victim (yes or no): The Board was asked what they were trying to capture with this question. Originally it was going to be changed to “No contact requested” followed by “No contact ordered.”
- The Board advised they are trying to determine if the victim requested no contact with the offender.
- A teleconference will be held this afternoon at 4:00 pm to further discuss these changes. There will be a decision made by the Sentencing Commission Subcommittee and then it goes to the full Board at the meeting next week.

❖ **National Training Conference on Responding to Crime Victims with Disabilities**

- Anne Litecky, State Coordinator, was invited to participate in the National Training Conference on Responding to Crime Victims with Disabilities being held from December 13 – 15, 2011. Information will be brought back to share with Board members and provide to the Roper Victim Assistance Academy of Maryland.

❖ **Serving Survivors of Homicide Victims Pilot**

- On September 21 and 22, 2011, the Office for Victims of Crime (OVC) conducted a pilot training in Washington, DC designed to train victim advocates and service providers who work with and serve family and friends of homicide survivor victims and those who have suffered traumatic death. The focus was grief and trauma. Some of the key points included psychology and the effects of the combined grief and trauma. The program should begin this spring and may be included in the Roper Victim Assistance Academy of Maryland.

❖ **Court Watch Montgomery Report**

- Court Watch Montgomery was established in September 2010 to provide a public eye to domestic violence in Montgomery County with a focus on Protective Orders and Peace Orders in Montgomery County District Court.
- The Report summarizes data collected from over 640 Peace and Protective Order Hearing held at the Rockville and Silver Spring District Courts between January and mid July 2011.
- 25 trained and supervised volunteers spent over 1000 hours observing hearings in teams of 2 to gather data.
- The Court Watch Montgomery Report was provided to Board members.

❖ **National Association of Victim Service Professionals in Corrections Conference**

- The National Association of Victim Service Professionals in Corrections Conference was held in Niagara Falls in October 2011.
- The theme was services to victims during offender reentry.
 - Workshops included victim/offender dialogue, wrap around services for victims, domestic violence offender reentry, sex offender reentry, victim issues in juvenile justice, victim impact awareness programs, restorative justice, transition circle, surrogates, and circles.

❖ **Biennial Report**

- Board members are asked to join the Ad Hoc Committee and begin to meet.

- Volunteers included Kathleen O'Brien, Barbara Bond, Rhea Goldfinger and Ellen Alexander.
- The next Biennial Report will end June 30.

❖ **Next Board Meeting**

- Due to the holiday, Board members were asked if they would prefer to have the next Board meeting on January 4, January 11, or postpone to February 2012. The Board will be alerted when a new date is set.

**The next Board meeting will be held at
Anne Arundel Police Department Headquarters
on
Wednesday, February 1, 2012 at 10:00 a.m.**